

DEPAUL UNIVERSITY



Posthumous Degree

Category: Academic Affairs – Operational

Responsible Department: Office of the University Registrar

Responsible Officer: Provost

Effective Date: 3/25/2020

Policy Summary

This policy establishes a consistent means for the University to recognize the academic achievements of students who were enrolled in the University at the time of their death.

Scope

This policy affects the following groups of the University:

- Executive Offices
- Full-Time Staff
- Part-Time Staff
- Full-Time Faculty
- Part-Time Faculty
- Students
- Deans
- Directors/Department Chairs

Policy

This policy establishes a consistent means for the University to recognize the academic achievements of students who were enrolled in the University at the time of their death.

The recognition is reserved for degree-seeking candidates. In addition to being actively enrolled and in good academic standing, the student must have been an undergraduate in their senior year with at least 132 quarter hours earned, or graduate or professional student who completed 75% of the curriculum required for their degree.

For all other cases, the Dean may request a Certificate of Accomplishment be awarded to honor the student's progress toward the degree and accomplishments as a member in good standing of the DePaul community.

Procedures

Reports of a student death that are received by the University should be initially routed through the Dean of Students Office and further communication with the family should be done by the Dean of Students. If the parent or family member requests a Posthumous Degree be awarded the Dean of Students will request that they provide a copy of the death certificate.

Upon receipt of the required documentation the Dean of Students will contact the Dean of the academic unit in which the student was enrolled. The Dean of the academic unit will determine whether awarding the Posthumous Degree is appropriate, and will send a written request to the University Registrar for the posthumous degree to be awarded. The email will include a statement certifying that the criteria for awarding a posthumous degree have been met according to this policy.

The Office of the University Registrar will post the notice of the award of the posthumous degree to the student's transcript in the next scheduled end of term conferral. There will be no indication of the posthumous nature of the degree on the student's diploma.

In cases in which the former student does not meet the criteria for a posthumous degree, the Dean of the academic unit may request the Office of the University Registrar award a Certificate of Accomplishment commemorating the student's progress toward their degree.

The Dean of Students will notify the parent or other relative that the degree or certificate of accomplishment has been approved, and will facilitate receipt of the diploma or certificate.

Divisional Collaborations

Academic Affairs

Office of the University Registrar

Contact Information

Office of the University Registrar

(312) 362-8488

[Website](#)

Appendices

None.

History/Revisions

Origination Date: 1/11/2017

Last Amended Date: 3/25/2020

Next Review Date: